

**Iowa State Fire Marshal's Office
Fire Extinguishing System Contractors Advisory Board
Meeting Minutes (Amended)
October 19, 2005**

Committee Members Present:

Mark Adams, Chairman, representing the Fire Service
Greg Higginbotham, representing Wet System Contractors
Shawn Mullen, representing Dry System Contractors
Ron Hoover, representing Building Officials
Amy Infelt, representing licensed Professional Architects and Engineers
Lorna Hamilton, representing the Public
Paul Tinder, representing the State Fire Marshal

Committee Members Absent:

Kathy Carter, representing the Fire Service

Staff Attending:

W. Stuart Crine, Building Code Commissioner
Mike Coveyou, Agency Rules Administrator

The meeting was called to order at approximately 10:00 AM by Chairman Mark Adams.

- **Motion** by Shawn Mullen, **Seconded** by Greg Higginbotham to accept the minutes of the August 14, 2005 meeting. **Motion** passed unanimously.
- Chairman Adams asked that future meeting minutes highlight the assignments given to Board members and staff. These minutes will reflect this request.
- Reports from Committee Members
 - **Greg and Shawn will draft technical specifications and send to Stuart for him to include in a Request for Proposal (RFP) for organizations interested in acting as a provisional examination agent.** NAFED, NFPA, FSSA were suggested as organizations potentially interested in such an RFP.
 - Paul – Continues to receive inquiries regarding the Proposed Rules from various sprinkler contractors, both in-state and out-of-state.
 - Lorna – Has contacted several groups including Building Owners and Managers Association, Health Care Associations, and the School Board Association to solicit input on the Proposed Rules. **Mike and Stuart will check with Jim Kenkel to solicit other stakeholders that should be contacted.**
 - Shawn – His presentation to the Iowa Burglar and Fire Alarm Association in October has been postponed.
 - Mike – Mike mentioned that an overall review of State Fire Marshal Rules should be undertaken to ensure that the Sprinkler Contractor Licensing Rules do not conflict. **He went on to comment that he and Stuart need to meet with Fire Marshal Kenkel to determine what NFPA Fire Extinguisher standards have been adopted and if they need to be updated.** The FCESB web site is now online and contains the statute, Board meeting dates and meeting minutes.

Fire Extinguishing System Contractors Board
October 19, 2005 Meeting Minutes
Page 2 of 3

- **Mike and Stuart will check with Jeff Peterzalek, Asst. Attorney General, to determine if the complainants in this program can remain anonymous.**
- Mike spoke with Jeff Peterzalek, Asst. Attorney General, to determine how to calculate the number of days for the civil penalty. He was advised that existing statutes will determine this procedure.
- **Stuart and Mike need to determine how the State Fire Marshal would like to handle inspections and follow-up inspections from complaints.**
- **Amy – Will be drafting an article for Architects and Engineers publications explaining the status of the Rulemaking.**
- Ron – We need to clarify if the Board will include underground piping in the Proposed Rulemaking. The Board determined that the authority of the Rules will begin at the flange above the floor. **Ron will work on language describing this.**
- The Board discussed the possibility of charging a separate application fee and renewal application fee.
- The Board also discussed the WIRSBO proprietary sprinkler systems and the fact that plumbing contractors will still be able to install these systems by subcontracting with a licensed sprinkler contractor, including the manufacturer of WIRSBO, assuming they are licensed.
- **Mike or Stuart need to check with Labor Division for list of potential contractors with SIC #'s that imply sprinkler work.**
- **The following forms need to be developed by the State:**
 - **Application –Initial, Provisional and Renewal**
 - **Notification of changes**
 - **Complaint**

The Board initiated a detailed review of the second draft of the Proposed Rules. The recommended changes are listed below:

- Page 3, 275.1(2) set out items 1, 2 & 3 as bullets rather than numbered items.
- Page 3, 275.1(4), add the Division's fax number 515-242-6299.
- Page 5, 275.3(1), delete the last word in the sentence "capacity" and replace with "role".
- Page 6, 275.3(4), delete the first occurrence of the word "the" in the first sentence.
- Page 6, 275.3(4) a., insert the words "minimum of" between the words "a" and "level"; and insert the words "for either" between the words "technology" and "automatic"; and add the word "systems" after the word "suppression".
- Page 6, 275.4(100C), delete the phrase "10 calendar days" and replace with the phrase "30 calendar days".
- Page 7, 275.4(4), delete the words "is in" and replace with the words "shall maintain".

Fire Extinguishing System Contractors Board
October 19, 2005 Meeting Minutes
Page 3 of 3

- Page 7, 275.4(4) EXCEPTION, add the word “systems” following the words “special hazards suppression” in three locations. Also capitalize the words “national institute for certification in engineering technologies. Add the sentence “Contractor must provide written documentation of level II certification”, at the end of the EXCEPTION.
- Page 8, 275.5(4) a., delete the words “life safety systems” and replace with the words “fire extinguishing systems”.
- Page 10, 275.6(2), add the word “danger” following the word “imminent” and add an “e” to the word “fir” in the last sentence.
- Page 11, 276.5(5) insert the word “written” between the words “receiving” and “notice” in the first sentence.

Upcoming Meeting Dates – November 9, 2005 10:00 AM – 3:00 PM

There being no further business, the meeting was adjourned.

Respectfully submitted,

W. Stuart Crine,
Building Code Commissioner